

HIGHWAY DEPARTMENT TRUCK DRIVER

JOB DESCRIPTION:

Perform a variety of truck driving, small power tools duties and manual labor on assigned shift in the Highway Department, to assist in the general maintenance, construction and repair and cleanliness of Town roads and property.

Work from verbal instructions on a daily basis from the Highway Surveyor.

Operate various light construction equipment essential to the maintenance and repair projects of the Department. Operate dump truck, pumps, motorized equipment vehicles, air compressors, pavement breakers, post-hole diggers, gauge mowers, brush cutters, chain saws, etc. Maintain equipment, checking fuel, oil, water and air.

Perform simple and skilled manual tasks such as laying pipe, laying pavement, installing drains, driving trucks, cutting trees, making carpentry repairs and operating small equipment. Utilizes knowledge of tools, equipment and methods relating to highway construction and repair, including knowledge of one or more trades.

Perform simple manual labor duties of clean up of park and recreation areas, leaf clean-up, and highway work.

Respond to emergencies and snow and ice removal situations and carry out assignment prescribed to remedy same.

Move materials as necessary in the performance of duties as directed. Detect and report improper operation, faulty equipment, defective materials and unusual conditions to appropriate supervisor. Maintain work area and equipment in clean, safe and orderly condition. Follow prescribed safety rules and regulations at all times. Maintain quality standards.

Perform other related duties as required or as directed.

FACTORS

KNOWLEDGE, SKILLS AND ABILITIES:

General knowledge of motor equipment maintenance and repair.

Ability to communicate with others verbally.

Ability to operate light equipment, power equipment and hand tools properly and safely.

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EXPERIENCE:

An employee coming to this position should have at least six months experience in public works construction and maintenance.

SUPERVISORY CONTROLS:

Under the direct supervision of the Foreman and/or Highway Surveyor.

COMPLEXITY:

The work consists of a range of assignments, from those requiring the skills of a laborer to those requiring the skills of a light equipment operator.

NATURE AND PURPOSE OF PERSONAL CONTACTS:

This position has daily contact with some department employees for the purpose of completing work to be done.

WORK ENVIRONMENT AND PHYSICAL DEMANDS:

The work environment varies from work inside Town buildings, repair and maintenance of tools and equipment, to work in the field. There is likely to be some danger involved due to excavated sites, and this position is subject to emergency calls.

SUPERVISION AND MANAGEMENT EXERCISED:

None exercised.

SPECIAL REQUIREMENTS:

Must possess a CDL, Class B with air brake endorsement.

All licenses listed under "Special Requirements" must be kept current/active throughout employment.